



COMPANY: PEM Direct, a division of Paramount Equity Mortgage

JOB TITLE: Entry-Level / Junior Inside Sales Representative (Intake Specialist)

JOB ID #: PEMD-INTAKE

LOCATION: Sacramento, CA 95827 (PEM Direct)

POSITION TYPE: Full-Time, Exempt Employee

COMPENSATION: \$35K-\$40K/year (Salary + Bonus Opportunities + Healthcare and Retirement Benefits)

"I'm a firm believer in serving employees first. If we take care of our employees and have a true concern for providing those families with a decent living, then those employees will take care of our customers." Hayes Barnard, Owner

OVERVIEW:

PEM Direct, a division of Paramount Equity Mortgage, is looking for up-and-coming professionals responsible for initiating the sales process; obtaining and managing prospects lists; and generating qualified leads that will be passed on to senior mortgage salespeople for follow-up and eventual closure. Responsibilities include, but not limited to:

- Utilize our sophisticated dialing platform to reach homeowners currently in Fannie Mae, Freddie Mac, and FHA loans, to generate mortgage prequalification's
- Acquire leads through prospecting lists in assigned territories, outbound marketing/lead campaigns and incoming web and phone inquiries
- Collect the required documents from interested customers for initial loan underwriting
- Utilize effective sales skills to attain 100% of assigned goals
- Effectively use our technology-based Customer Relationship Management (CRM) tool for lead follow-up, sales cycle disposition, pipeline management, forecasting and lost opportunity tracking and keep comprehensive and accurate notes in the system
- Secure appointments with qualified leads for the designated sales staffs

REQUIREMENTS:

- Minimum of 1-2 years of proven sales prospecting, negotiation and closing experience
 - Prior telesales experience with financial products a plus
 - Ability to generate at least 2 qualified prequalification's everyday through various prospecting efforts
- Proficiency with MS Office applications (CRM experience a plus)
- Self-motivated and extremely goal-oriented (must love to sell!)
- Strong analytical and mathematical abilities
- Excellent oral and written communication skills
- High level of integrity and trust
- Team-player with selfless attitude
- Professional demeanor

BENEFITS:

- Medical, Dental, and Vision Insurance Plans for Employees and Family
- Voluntary Term Life Insurance and Accidental Death and Dismemberment Insurance Plans
- Voluntary Long-Term Disability Insurance Plan
- Aflac Supplemental Insurance Plans
- 401(k) Retirement Plan
- Flexible Spending Accounts for Medical and Dependent Care (Cafeteria Plan / Section 125)
- Section 529 College Savings Plan
- Aggressive employee referral program that rewards you financially for referring top-performing employees ("Families Helping Families" Employee Referral Bonuses)

ABOUT US:

Paramount Equity was founded in 2003 and provides residential homeowners a variety of financial services to accomplish one simple goal: Save Our Neighbors Money! From purchase and refinance mortgage banking, to property, casualty, life and health insurance, and now solar panel leasing and financing, Paramount Equity is committed to making a positive impact in the lives of our customers and the local communities in which we operate.

We have been awarded the [A+ Employers' Award by the Sacramento Business Journal](#) on multiple occasions (2006, 2007, 2009, 2010, 2011 & 2012) as an exceptional place to work. We continue to maintain an "A" ranking as an Accredited Business with the [Better Business Bureau](#).

If you would like to apply to this position, please contact your Applicant Coordinator at:

Last name begins with A-K: 916-854-3881

Last name begins with L-Z: 916-854-3882